



**BOARD OF DIRECTORS MEETING – OPEN MEETING**

Date: February 5, 2020

Time: 5:00 p.m.

Location: Board Room (Main Floor)

**PRESENT;** Paul Nichols –TC, Kevin Huestis-Acting Chair, Dr. Bruce Bain-TC, Nancy French, Cathy Vosper, Trish Wood, Robbie Beatty, Jeff Campbell-CM, Michael Bunn, Craig Hitchman, Varouj Eskedjian, Joe Csafordi, Valerie Przybilla, Dr. Kelly Parks-TC, Liz Mathewson, Heather Zak, Karen MacGinnis-TC

**REGRETS;** Bruce Thompson, Patricia McAllister-CM,

**STAFF PRESENT;**

**RECORDER;** Michelle Wellman EA to the CEO/Recorder

AGENDA ITEMS and DISCUSSION	DECISION POINTS
-----------------------------	-----------------

<b>1. CALL TO ORDER</b> <b><u>OPEN MEETING SESSION</u></b>	Paul Nichols called the meeting to order at 6:26 p.m.
1.1 Quorum	A quorum was confirmed.
1.2 Approval of Agenda	MOVED by Robbie Beatty; SECONDED by Liz Mathewson; and CARRIED that the agenda be approved.
1.3 Declaration of Conflicts	None Declared
<b>2. Approval of Previous Meeting Minutes from; <i>December 4, 2019</i></b>	MOVED by Liz Mathewson; SECONDED by Heather Zak; and CARRIED that the minutes of <i>December 4, 2019</i> be approved.
<b>3. Business Arising from Minutes</b>	
<b>4. New Business</b>	
<b>4.1 Coronavirus</b>	

<p>V. Eskedjian provided an update on the coronavirus to the Directors. He advised that we are receiving daily situation reports from the Ministry/ Emergency Management of Ontario that includes the number of cases that is accessible to staff on our Shared Drive.</p> <p>V. Eskedjian advised that to-date there are 4-confirmed cases in Canada and 34-cases still pending lab results.</p> <p>V. Eskedjian advised that Public health have provided constant communication and information regarding infection control measures and guidance documents for staff.</p> <p>V. Eskedjian advised that the following steps have been taken to prepare for a possible case;</p> <ul style="list-style-type: none"> <li>➤ Inventory of all PPE</li> <li>➤ Gloves</li> <li>➤ Gowns</li> <li>➤ N95 Masks (are limited)</li> <li>➤ Assessment on negative air pressure rooms (we can mobilize within 30 minutes.</li> <li>➤ A mock drill has been conducted in the Emergency Department</li> </ul> <p>Dr. B. Bain advised that all testing/swabs will be sent to Public Health in Winnipeg for confirmation of the virus.</p>	
<p><b>5. Strategic Matters</b></p>	
<p><b>5.1 President &amp; CEO Report</b></p> <p>V. Eskedjian presented the Chief Executive Officer report to the Board.</p> <p>V. Eskedjian advised that the pre-budget consultations with the provincial government included advocacy from the OHA who has proposed that all Ontario Health care organizations receive 4.85% base funding increase.</p> <p>V. Eskedjian advised that if the proposal is approved, CMH could potentially</p>	

<p>receive \$700,000.00. He advised that this funding would enable us to address the structural deficit issues and will allow us to balance the budget. He noted that all hospitals are working in a similar capacity due to overflow of patient volumes.</p> <p>V. Eskedjian advised that there may be some federal legislation changes regarding MAiD as the Government has opened up consultation/review of the service.</p>	
<p><b>5.2 Chief of Staff Report</b></p> <p>Dr. B. Bain provided the Chief of Staff report to the Board</p> <p>Areas of the report that were highlighted;</p> <ul style="list-style-type: none"> <li>• Med/Surg – Inpatient Capacity – 98% to 105% capacity since summer of 2019</li> <li>• ALC are up and down (19&amp;20)</li> <li>• Physician Staffing reasonable good</li> <li>• ED staffing – open shifts over the province – potential closure due to limited staffing.</li> </ul> <p>Dr. B. Bain advised that we are reviewing/updating our Contingency Plan in case we are faced with an ER closure.</p> <p>Dr. B. Bain advised that there is a potential Geriatric Specialist who will be working alongside Dr. Cindy Hobbs and is interested in offering geriatric support to the inpatient population. He advised that they will require some Nursing help to assist with history and physical of the patient.</p>	<p>Action; M. Wellman is working on updating the Contingency Plan.</p> <p>Action: Dr. Bain will provide updates on a potential Geriatric Consultation Program.</p>
<p><b>5.3 Foundation Report</b></p> <p>V. Eskedjian provided a brief review of the Foundation Report on behalf of B. Thompson.</p> <p>V. Eskedjian advised that the Foundation is looking to raise over \$1 Million dollars to be used towards CIS as well as the x-ray acquisition.</p> <p>V. Eskedjian advised that he is encouraged that the Foundation is working diligently</p>	

<p>on new fundraising initiatives to raise the funds for the projects.</p>	
<p><b>5.4 Auxiliary Report</b></p> <p>R. Beattie presented the Auxiliary Report to the Directors and included the following;</p> <ul style="list-style-type: none"> <li>➤ Exceeded commitment of \$35,000.00</li> <li>➤ Polar Bear Plunge - \$12,000.00 (approx.)</li> <li>➤ Double plungers - \$2,380.00</li> <li>➤ Wheelbarrow of Wine - \$6,692.00 (4,000 tickets sold)</li> </ul> <p>Upcoming Events;</p> <ul style="list-style-type: none"> <li>➤ Friday February 14, 2020 – Carnation Day (sponsored by the Gift Shop)</li> </ul>	
<p><b>6. Business/Committee Matters</b></p>	
<p><b>6.1 Professional Staff Credentialing</b></p> <p>V. Eskedjian presented the PSC list on behalf of Dr. Kelly Parks.</p>	<p>MOVED by Cathy Vosper; SECONDED by Valerie Przybilla; and CARRIED to approve the applications for Professional Staff Credentials as presented.</p>
<p><b>7. The Materials</b>  <b>(Any Board Member may request that any of “The Materials” be moved to the Board Meeting Agenda)</b></p>	
<p><b>7.1 Finance / Audit Committee</b></p> <p><i>CAPS;</i>  V. Eskedjian advised that no additional amount has been received from a funding perspective. The nuances with the funds details that if the funds are not used, they are returned to the funding source.</p> <p><i>HAPS;</i>  V. Eskedjian advised that the HAPS budget includes a revision of the 5-year plan that was submitted to the LHIN last year (2019). He advised that we have submitted with the assumption of a 0.9% base adjustment. He noted that this assumption is subject to change once we receive confirmation of the Provincial budget.</p> <p>V. Eskedjian advised that both budgets are balanced with an \$84,000.00 surplus. He</p>	<p>MOVED by Valerie Przybilla; SECONDED by Craig Hitchman; and CARRIED to approve the CAPS budget submission.</p> <p>MOVED by Craig Hitchman; SECONDED by Valerie Przybilla; and CARRIED to approve the HAPS budget submission.</p>

<p>advised that the surplus is a result of not making further staffing investments. V. Eskedjian added that CMH has \$580,000.00 in deferred revenue. He advised that the LHIN has provided an extension for submission of the HSAA to June 2020.</p>	
<p><b>7.2 Governance Committee</b></p> <p>V. Eskedjian advised that the Governance Committee will be working towards establishing a new Governance Structure for the Board.</p>	<p>Action: M. Wellman to share the Miller Thompson Webinar re; Collaborative Governance Structures with the Directors.</p>
<p><b>7.3 Quality Committee</b></p> <p>N. French advised that B. Piper prepared a presentation/SBAR for a proposed increase to an additional RN-line on Med Surg. As such, the Committee accepted her recommendations for the increase in staffing.</p> <p>N. French advised that the Committee also recommended that the CNE position be a f/t position.</p>	
<p><b>8. TERMINATION &amp; Next Meeting; <i>March 4, 2020 at 4:30 p.m.</i></b></p>	<p>MOVED by Trish Wood; SECONDED by Cathy Vosper; and CARRIED to terminate the meeting at 7:10 p.m.</p>
<p><b>9. In Camera Session with CEO (excluding staff). No minutes taken.</b></p>	
<p><b>10. Meeting without Management No minutes taken.</b></p>	

---

Paul Nichols,  
Chair, Board of Directors

Varouj Eskedjian,  
Secretary, Board of Directors